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JAN 13 1955

MEMORANDUM FOR: Deputy Director/Support
ATTENTION : Chief, Management Staff
THROUGH : Deputy Director/Intelligence
SUBJECT : Proposed Reorganization - Office of Scientific Intelligence

1. Submitted herewith are the Table of Organization, mission and functions, workload data, organization charts, and other documents supporting the proposed reorganization of the Office of Scientific Intelligence.
2. Plans for this reorganization have been developed carefully over the past nine months. Recommendations of the Management Staff and of the Inspector General have figured prominently in the final proposals. The principal reasons for the reorganization are to:
 - a. Reduce the span of management control.
 - b. Fix responsibilities for major Office programs unequivocally.
3. The major organizational changes proposed under the reorganization are:
 - a. Establishment of two Deputy Assistant Directors; one, responsible for the Office collection program; the other, responsible for the research and production program. (See Agency Notice 10 October 1955).
 - b. Establishment of an ELINT Staff Officer and Staff reporting directly to the DDCI, serving as a Special Assistant to the AD/CI, and administratively supported by OSI. (See Agency Notice 26 August 1955).
 - c. Centralizing all personnel, training, security, information control, budget, travel and related matters under the Executive Officer and his staff.

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d. Establishment of a Fundamental Sciences Area (FSA), consolidating in one component responsibility for all intelligence on fundamental research in the basic sciences and on basic scientific resources in accordance with the primary responsibilities assigned to the Agency by DCID 3/4.

e. Transferring responsibility for chemical and biological warfare to the Applied Science Division (ASD). Intelligence coverage of these two fields falls primarily in the weapons area and, therefore, fits most logically in this division.

f. Continuation of an Electronics Division minus fundamental science activities but materially augmented to meet increasing responsibilities in the field of ELINT.

g. Augmentation of the Nuclear Energy and Guided Missiles Divisions to meet new responsibilities under highest priority national intelligence objectives and to provide support to IAC Subcommittees in the respective fields.

4. A detailed exposition of the foregoing organizational changes is set forth in Tab A, a memorandum circulated on 5 October 1955 to all Office personnel. No changes are required at this time in the Mission and Functions of the Office as assigned in Agency Regulation [] however, the organizational chart attached thereto should be revised as indicated in Tab B. New mission and functions for the various components of the Office have been prepared and issued as indicated in Tab C.

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6. Under the existing approved Office T/O the annual average salary is \$7,392. The proposed T/O set forth under Tab D provides for an average annual salary of \$7,700; i.e., an increase of \$308 per slot. This increase is justified for the following reasons:

a. The ratio of administrative and clerical personnel to professional personnel is reduced from 31% to 23% within a constant Office strength of Under the new T/O this saving in administrative and clerical personnel is reflected in eight new professional slots requiring a commensurate increase in grade structure. 25X1A

b. Certain critical scientific and technical specialities require more attractive grade structures if the Office is to recruit successfully. This is particularly true in the fields of Electronics and Medicine. For example, establishment of an ELINT Staff and a Technical Processing Branch in the Electronics Division require a major reallocation of Office slots sufficiently upgraded to attract the caliber personnel necessary to discharge Agency responsibilities under NSCID 17.

7. Detailed job descriptions required under Agency Regulation Section 5, have already been submitted and we have been advised by the Position Evaluation Division that further submissions are not required at this time.

8. The reorganization plans set forth above have been informally in operation within the Office for several months. Experience has indicated a marked increase in overall efficiency and morale. I feel confident that the time has arrived to formalize what is proving to be a successful operating structure.

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9. In conclusion, I should like to thank the representatives of the Management Staff and of the Position Evaluation Division who have worked so closely with us throughout this period of reorganization and who have contributed so materially to our efforts.

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HERBERT SCOVILLE, JR.
Assistant Director
Scientific Intelligence

APPROVED: *

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12/ [Redacted]
Deputy Director/Intelligence

30 Jan. 56
Date

Attachments: As stated

* In my opinion the branch
Chiefs in the Fundamental Sciences
Area should be DS-15's. The
idea of putting a ceiling of DS-14
on the Top Management Area is CIA
as proposed, but I must
admit as a ceiling of DS-15.

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